

**ELK GROVE COMMUNITY SERVICES District  
MINUTES OF A JOINT BOARD MEETING  
WITH THE FOUNDATION ADVISORY COUNCIL  
Tuesday, December 2, 2003 – 6:30 p.m.  
EGCSD Administration Building**

**ATTENDANCE:**

Directors present included Gerald Derr, Doug McElroy, Elliot Mulberg, Pat Perez, and Elaine Wright. Foundation Advisory Council Board Members present included Shane Berli, Mark Fetler, Keith Gebers, Dan Lawrence, Al Livingston, Gayle Mooney, Tony Ouelette, Gene Robinson, and Bette Robinson.

General Manager Rita Velasquez, Administrative Services Director Jeff Ramos, Fire Chief Keith Grueneberg, and Administrator of Parks & Recreation David Wigginton were also in attendance.

**A. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

1. President McElroy called the meeting to order at 6:30 p.m. and welcomed the Foundation Advisory Council members.
2. Director Perez led the Pledge of Allegiance.

**B. ANNOUNCEMENTS/PRESENTATIONS**

1. The Board received a verbal report and Power Point presentation on the success of the Ninth Annual Elk Grove Community Harvest Festival from Zach Jones, Recreation Supervisor. Highlights of the Festival included:
  - the second year the event was extended from a one-day event to a two-day event;
  - enjoyed by over 50,000 people over the entire weekend;
  - provided local booster clubs and community groups an opportunity to raise more \$60,000;
  - received 140 entries for the produce contest with a total combined weight of more than 40,000 pounds (20 tons);
  - formed partnerships with 61 community groups/businesses with total cash sponsorships at \$51,310 and more than \$76,000 in in-kind contributions;
  - awarded prize monies for giant pumpkin growers with the first prize pumpkin weighing 903.5 pounds;
  - featured a Gourmet Galley, allowing businesses a chance to show off their goods;
  - moved the "Plenty of Pumpkin" cooking contest to the Pavilion, with more than 20 entries;
  - sponsored a Classic Car Show, with over 90 entries;
  - racing and demonstrations provided by the Model Yacht Club;
  - provided musical entertainment by local area bands on two stages; and
  - involved more than 400 volunteers as part of the event with contributions of more than 1,746 hours of service.

Premier Title Sponsors acknowledged included Safeway, Inc., Safe Credit Union, Sacramento Bee-Neighbors, UPN Channel 31 KMAX, KGBY Y92.5 FM, and V101.1 FM; Planning Committee members acknowledged included Vince Conrad, Angela Edwards, Joe Hunt, Brian Myers, Tim Simonsma, Barbara Simonsma, Elaine Wright, Zach Jones, Emily O'Hair, Jeri Retzlaff, Kristyn Staby, and Crawford "Pate" Patton.

President McElroy, along with the Board commended David Wigginton, his staff, the sponsors, the Planning Committee, and the many volunteers for making this event a success year after year and thanked them for all their efforts and dedication.

2. The Board of Directors joined General Manager Velasquez and Fire Chief Grueneberg in recognizing individuals who provided significant contributions to the Fire Department's 2003 Operation Change Your Clock, Change Your Battery event. Certificates were presented to Fire Marshal Steve Foster, Fire Fighter Sean McCormick, Interns Pete Cervantes, Loo Chao, and David Downey who were in attendance.

Special thanks were given to the following Department personnel and their families who donated their time: Captain Brian Brown; Engineers Kirk McKinzie, Rob Henkens, and Richard Hiatt; Firefighters Casey Robinson, Steve Arriola and Steve Zehnder; Fire Inspectors Amber Anderson and George Apple; Interns Andrew Bevins, Joe Kunz, John Miller, Joy Reed, and Patrick Soriano. Volunteers from the Elk Grove Adult Community Training were also acknowledged for stuffing brochures and 2,300 batteries in individual bags that were distributed throughout the community at the event.

## **C. DEPARTMENT HEAD REPORTS**

1. General Manager Report – Rita Velasquez reported work continues at the Barbara Morse Wackford Aquatic and Community Complex with exterior framing and fireproofing, while work on mechanical, electrical, and plumbing hangars continues inside the complex; the recreation pool was shot-creted today; the kiddie pool will get the concrete tomorrow. The erection of the tower will commence tomorrow at the Fire Training Facility. Staff continues work on identifying a site for Fire Station 77; and continues to meet with the City of Elk Grove on the Emergency Operations Plan.

Rita stated CSDA has collaborated with the League of California Cities and CSAC to sponsor legislation for the November 2004 ballot designed to protect local revenues that support local services. The measure would protect the current property tax allocation for special districts that receives it, which is an important tool for all Special Districts.

At a recent Senate Hearing attended by over 200 people, Senator Ortiz spoke about the need for accountability and ethics in local government. Although it stemmed from the Sacramento Suburban issue, it also encompasses many other areas. Rita indicated issues brought up included ethics, accountability, financial operations, and compensation for Board members. Senator Ortiz is looking at sponsoring a legislation bill to enact requirement of education on ethics and accountability for all local government elected officials.

2. Administrative Services Department Report – Jeff Ramos reported the Elk Grove/West Vineyard and East Elk Grove finance plans are being finalized, with outreach meetings scheduled with the building industry and community to get their input on the proposed plans. The plans will be presented to the CSD Board in January and forwarded to the City Council in February.

Staff has closed out the books for fiscal year 2002-03 and is completing work on the CAFR, which will be forwarded to GFOA in December. With Jack Haddon's assistance, a major update to the Great Plains Accounting System went very smoothly.

3. Parks & Recreation Department – By way of the Recreation Division, David Wigginton reported over 250 spectators enjoyed the theatrical production of “Fairytale on Strike” at the Laguna Town Hall; more than 78 crafters participated in the 23<sup>rd</sup> Annual Holiday Craft Fair on November 8; the CSD co-hosted the Holiday Kick-off Program with the Chamber of Commerce which included a Dickens Fair, a Holiday Parade of Lights, and tree lighting activities – it was estimated approximately 8,000 people attended that event.

The Parks Division completed 151 work orders and 50 ball field preparations; repainted the bridges at the northern end of Bartholomew Park; and replaced an additional 73 irrigation heads and 400 linear feet of asphalt walk with an 8-foot wide concrete walk from the east side of the Elk Grove Pool down to the lake at the Elk Grove Regional Park.

The Planning and Design Division reviewed 24 projects; construction is underway at Rau Park; permits have been received for the Johnson Park Recreation Center – staff will solicit bids for site work preparation; construction documents for Phase II of the Johnson Park is moving forward; and restrooms have been ordered for Jones Park and Strong Park.

David extended a special thank you to Dan Kunz and his crew for the great job they did in upgrading interior and exterior of the Castello Recreation Center. The Planning Division has embarked on creating a Recreation Services Master Plan to identify current and future service needs to include local demographic and trends analysis, interviews, and an online community survey; staff will continue to meet with community groups to finalize a Plan.

Staff training on the new Class registration software was conducted in November; the software will be tested for Kid Central registrations and facility bookings in December, and implemented in January for all program registrations and facility bookings. Staff is working towards implementing an online registration program for the spring classes and programs.

By way of general information, David reported for the month of November, the Laguna Town Hall received 4,350 visitors; 12,050 volunteer hours were utilized; year-to-date participants was at 21,111; and sponsorships and donations equate to \$14,175.

4. Fire Department – Chief Grueneberg reported November proved to be another busy month for crews having responded to 593 emergencies. With regards to Department’s Public Relations and Education, crews assisted with the Canned Food Holiday Drive at 16 local school sites; conducted 12 school visits and educated 487 students on fire prevention; participated in the Veterans Day and Holiday of Lights parades; spoke to 20 moms at the Mothers and Multiples November 5<sup>th</sup> meeting regarding car seats; inspected seven car seats by appointment; held a free car seat check at Elk Grove Auto Mall; hosted three guests at Fire Station 71 who purchased the dinner at the Rotary Ball auction; participated in three football games with ambulance standby; hung up two banners down Elk Grove Boulevard; and put up the lights on the Christmas tree in front of Kerr Middle School.

In an effort to educate and protect people who reside in temporary housing, the Department has implemented a program on the importance of having smoke detectors in those residences. Univision, a Spanish-speaking television station and a local Spanish speaking radio station will feature spots starting December 12 informing the community of the program, headed by CSD Fire fighter Al Meraz who speaks Spanish. Chief Grueneberg acknowledged Lowe’s and Target for donating 400 smoke detectors and 300 batteries for the program.

Conceptual drawings for Fire Stations 74 and 72 have been completed, with ongoing planning sessions with fire crews to solicit information and input. To keep the community informed and as a good neighbor policy, a meeting is scheduled on December 18 at 7:00 p.m. at Fire Station 74 to discuss the timeline of the remodel/expansion and how it may impact nearby residents.

Finally, Chief Grueneberg invited everyone to attend the annual Fire Department Christmas party at Fire Station 71 on Sunday, December 14<sup>th</sup>, with festivities starting at 4:00 p.m.

**D. COMMUNICATIONS FROM THE PUBLIC**

1. NONE

**E. CONSENT CALENDAR**

1. The Board approved the November 18, 2003 minutes of a regular Board meeting. Derr-Wright, unanimous.
2. The Board received and filed letters of appreciation to the EGCSO Fire Department.
3. The Board received and filed the September 30, 2003 Quarterly Investment Report for the Local Agency Investment Fund (LAIF).
4. The adoption of Resolution No. 2003-99, granting an easement to Citizens Telecommunications Company of California to locate, construct, and maintain communication facilities within the landscape area on Laguna Springs Drive, and authorization for the General Manager to execute all necessary documents was tabled for a future meeting.
5. The Board adopted Resolution No. 2003-100, granting a right-of-way to SMUD at the Barbara Morse Wackford Aquatic/Community Center site to allow SMUD to operate and maintain its electrical facilities. Derr-Wright, unanimous.
6. The Board approved Resolution No. 2003-101, adopting the Standardized Emergency Management System for the Elk Grove Community Services District. Derr-Wright, unanimous.
7. The Board approved the architectural services contracts with Madsen, Flathmann, Dameron and Babcock Architects for construction of relocated Fire Station 72 for a not-to-exceed cost of \$157,000, plus reimbursable costs; and the remodel/addition to Fire Station 74 for a not-to-exceed cost of \$107,030, plus 10% for contingency. Derr-Wright, unanimous.

**F. ADVERTISED PUBLIC HEARINGS**

1. NONE

**G. PUBLIC HEARINGS**

1. NONE

**H. STAFF REPORTS**

1. The Board approved the District-wide Landscape and Lighting Assessment District Engineer's Report for Fiscal Year 2003-04 based on final Equivalent Dwelling Unit (EDU) figures of 48,804, which represents an approximate 1% increase over last year's figures. Derr-Perez, unanimous.

**I. BOARD OF DIRECTORS BUSINESS**

***6:30 P.M. - JOINT MEETING W/FOUNDATION ADVISORY COUNCIL***

1. The Foundation Advisory Council, along with the EGCSO Board of Directors recognized the Elk Grove Community Gardens and Learning Center as an organized program of the Elk Grove Community Services District Foundation. Livingston-Mooney, unanimous.
2. The Foundation Advisory Council, along with CSD Board of Directors approved Resolution No. F2003-03, appropriating \$5,021.25 within the EGCSO Foundation budget, Index 9260,

Account No. 3800 – Contributions to Others Funds, with offsetting Interest Income – Account No. 9410, of \$154, and Donations and Contributions – Account No. 9730, of \$4,867.25; and authorized the transfer of this \$5,021.25 to the EGCSO Department of Parks & Recreation budget, to be used for activity assistance provided between May 1, 2003 and October 31, 2003. Lawrence–Robinson, unanimous.

#### ***REGULAR BOARD MEETING AGENDA ITEMS***

1. Director Pat Perez was elected President for 2004. Derr–Mulberg, unanimous.
2. Director Elliot Mulberg was elected Vice–president for 2004. Derr–Wright, unanimous.

#### **J. COMMUNICATIONS FROM THE PUBLIC**

1. NONE

#### **K. IDENTIFICATION OF ITEMS FOR FUTURE MEETING**

1. Director Perez recommended staff look into the feasibility of providing a decomposed granite running trail along the perimeter of Elk Grove Regional Park.
2. President McElroy stated he looks forward to a staff presentation on program plans for the Barbara Morse Wackford Aquatic/Community Complex in the near future.

#### **L. ADJOURNMENT TO EXECUTIVE SESSION**

1. The Board adjourned to an Executive Session at 7:57 p.m.

#### **M. EXECUTIVE SESSION**

A closed session was opened at 8:00 p.m. to discuss the following item:

1. Conference with Legal Counsel – Anticipated Litigation  
*(Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9 – One Case)*

#### **N. REOPEN REGULAR MEETING**

President McElroy reopened the regular Board meeting at 9:50 p.m. and with nothing to report out of Executive Session, the Board voted for 2004 officers as reference in Section I, Regular Board Meeting Agenda items.

#### **O. ADJOURNMENT**

With no further business, President McElroy adjourned the regular meeting at 9:59 p.m.

Respectfully submitted,

Rita K. Velasquez  
Secretary of the Board